

BUDGET FOR PERSONNEL AND ADMINISTRATIVE EXPENSES
SLA PROGRAM P.L. 81-920

1. Name of Emergency Management Organization	2. Address		3. Fiscal Year 2002
PERSONNEL INFORMATION	Percentage of Work Time for Emergency Management		REMARKS
	Full Time	Part Time	
4. Emergency Management Director			
5. Other Paid Employees			
BUDGET INFORMATION	Subdivision Budget	Federal Share	
6. Personnel			
7. Travel			
8. All Other Allowable P&A Expenses			
9. Total			
DIRECTIONS (Please read before completing form.)			
1. Fill in Emergency Management Agency's name. 2. Fill in Emergency Management Agency's address. 3. Fill in Fiscal Year. 4. Fill in percentage of time the Emergency Management Director works for Emergency Management. 5. Fill in percentage of time any other paid member of his staff works for Emergency Management.			
Fill in Subdivision Budget for the 3 categories, divide each figure by 2 to get the Federal Share. 6. Amount budgeted for salaries. 7. Amount budgeted for travel. 8. Amount budgeted for all other administrative cost. Omit funds earmarked for equipment and surplus property. 9. Add each column to get the totals.			